



National Academy of Public Administration
Chartered by Congress

STAT

March 4, 1988

Dear 

Thank you for agreeing to serve on the Academy's Panel for " a comprehensive review and comparative analysis of all personnel management and compensation systems affecting civilian personnel of agencies and entities of the intelligence community." The law directing the DCI to contract with the Academy for the conduct of this study goes on to state that the study shall be completed by January 20, 1989. The conference report further specifies two interim reports, one on May 1 and the other on August 1, 1988.

I am pleased that Phil Odeen has agreed to chair this panel. A list of panel members is attached.

The first Panel meeting is scheduled for 9:00 a.m. on April 1. The location in either Rosslyn or downtown Washington is being determined and you will be notified shortly.

A few panel members have security clearances currently in force which we believe are more than adequate for this study. For this first panel meeting it is our intent that all panel members be cleared for secret level information. If, at your first meeting, the panel decides it needs to go beyond secret for all panel members, the Intelligence Community (IC) staff is prepared to move on that. It will require some of you to complete security questionnaires and to be brought up-to-date on your full background investigation.

Enclosed with this letter is a notebook containing relevant documents such as copies of the section of the Intelligence Authorization Act for Fiscal Year 1988 pertaining to this study, the explanatory material from the November 10, 1987 conference report and the Academy's proposal.

It is the Academy's custom to grant a \$150 a day honorarium to its members and non-members who contribute to the work of the Academy. We will want to reimburse you for any expenses you incur and this can be easily accomplished by a letter or note to the project director detailing such expenses after every panel meeting.

You have agreed to serve on an important project. At the conclusion of your Panel's work you will be providing advice directly to the Congress on how this nation can continue to staff its intelligence mission with a highly skilled and dedicated work force. That type of independent advice and counsel is exactly what the Congress had in mind when it chartered the Academy in 1984. I wish you well in your deliberations.

Sincerely,

A handwritten signature in dark ink, appearing to read "Ray Kline" with a stylized flourish at the end.

Ray Kline
President

DW:kvk